

**MINUTES
SIERRA VISTA EMPLOYEE COUNCIL
REGULAR MEETING**

July 21, 2016

1:30 PM

City Hall – City Manager’s Conference Room

CALL TO ORDER & ROLL CALL

Vice Chair Weisensel called the meeting to order at 1:35 p.m. Secretary Weinrich passed around the roll call sheet.

The following members were present:

Nina Friel, City Clerk
Zelida Ittisukananth, I.T.
Helen Lee, Procurement
Danielle Weinrich, Community Development
Chris Klasen, Fire
Tamara Clark, Library
Nate Weisensel, Public Affairs
Derek Osburn, PD
Jaime Cordova, PW-Facilities
Jill Stewart - Finance

ACCEPTANCE OF THE AGENDA

Vice Chair Weisensel asked for a motion to accept the agenda. Mrs. Ittisukananth so moved and Mrs. Weinrich seconded. The motion passed unanimously 10/0.

ACCEPTANCE OF MEETING MINUTES

Vice Chair Weisensel asked for a motion to accept the April 7, 2016 Regular Meeting Minutes as written. Mr. Weisensel motioned to have "Mr." added to the April minutes on page 2, paragraph #2: *"Nate motions" to be changed to "Mr. Weisensel"*. Mr. Weisensel moved to accept the minutes as amended. Mrs. Lee moves to accept, and Mrs. Ittisukananth seconded. The motion passed as amended unanimously, 10/0.

NEW BUSINESS

1. Election of Officers - Tabled from April meeting
 - Chair

Vice Chair Weisensel asked for nominations. No one presented a nomination. Mr. Weisensel offered to step up as Chair if someone would be Vice Chair. Mr. Osborn is willing to consider the Chair position, and will decide by the next meeting. This item was once again tabled until the next meeting.

2. 2016 Employee Picnic / Christmas Party - Tabled from April meeting

- Decision made by Mary Jacobs, need to discuss themes

Mrs. Weinrich met with Ms. Jacobs to discuss the budget for the events, and there is not enough to have both a picnic and a holiday party. Mrs. Weinrich said that there isn't much confidence that we will find people to help with the employee picnic as there are not enough departments represented at the council meetings and previous years did not garner as much help as needed. Mrs. Weinrich and Ms. Jacobs made the decision to do a holiday party this year, similar to last years, and employee council voted to have a 80's theme. Mrs. Weinrich presented alternative suggestions from her discussion with Ms. Jacobs to having family events such as movie nights at the police department during the year. These events would still require employee participation but not as much help would be needed as a picnic. It was suggested as well to hold a picnic at the beginning of the year instead of the end of the year, so there will be two events held throughout the year instead of back to back.

3. City paying overtime to employees who are required to work on city holidays even if the employee did not work 40 hours.

Mr. Osborn presented that the Police Department does not have enough willing volunteers to work holidays or overtime duty as needed because there is no incentive for overtime or holiday pay if 40 hours have not been worked for those individuals. Those who are told to work holidays who do not volunteer lose out on family time, so the moral and desire to work is very low. Mr. Cordova expressed the same scenarios occur at Public Works. Is was discussed that other markets offer overtime and holiday pay in addition to a 40 hour work week, and we should adopt, or revert back, to the policies before. This opened a discussion to include Transit employees who do not get a lunch break away from work now that they do not have efficient transportation to take their allotted one hour lunch break. Additionally, decisions being made that affect the employees are not being reviewed by employee council and/or being explained as to why the rules are changing, which are being seen as negatively affecting employees. It was suggested to have a special meeting with Mary Jacobs and Barbara Fleming to discuss these issues.

OLD BUSINESS - Tabled items from April 7th meeting

4. Election of Officers

- Chair

5. 2016 Employee Picnic / Christmas Party

6. Maternity/Paternity leave

Mrs. Weinrich will submit a memo once information is received from Mr. Klasen and Mrs. Ittisukananth regarding increasing hours for Fire to 144 for paternity leave due to the way their scheduling differs from normal work week hours.

7. Responsibilities of conduct by the City Managers - Dismissed

TOPICS FOR UPCOMING MEETINGS


- ♦ Topic - Invite Barbara Fleming and Mary Jacobs to a special meeting to discuss Employee Council's purpose and HR questions that arise at our meetings.

DEPARTMENT UPDATES

1. City clerk's office just sent out annual bills and they have been busy collecting payments.
2. IT has installed cameras at the Teen Center to help alleviate theft issues.
3. Police Department has been working on promotions of numerous members.
4. Public Works has two AC's out, one at the Library and one at the PD, and they are working on those and finding the funds to fix them. They also have new uniforms.
5. Community Development has a new car wash being built on MLK. Additionally, the Hastings will be going out of business but a date is not know at this time. The Peacock will be re-opening on Fry and she is working on improvements currently.
6. POI just won an award for their Visitor Guide.
7. Procurement has a new position open for a Contracts Administrator.
8. Library, Finance, and the Fire Department have no new updates.

ADJOURNMENT

Vice Chair Weisensel asked for a motion to adjourn the meeting. Mrs. Weinrich so moved and Mrs. Ittisukananth seconded. The motion passed unanimously, 10/0, at 2:55 p.m.



Vice Chair Weisensel

Minutes prepared by:



Secretary Danielle Weinrich

Employee Council Sign-In Sheet

April 7, 2016
Regular Meeting

#	Role	2016 Members	Signature	Department / Division
1	Primary	Nina Friel		Admin-City Clerk
	Alternate	Jennifer Osburn		Admin-City Clerk
2	Primary	Zelida Hernandez ^{H. Isukoranth}	Z-Iti	Admin-IT
	Alternate	Jeff McDaniel		Admin-IT
3	Primary	Steve Szymeczek	Helen Lee	Admin-Procurement
	Alternate	Helen Lee		Admin-Procurement
4	Primary	Danielle Weinrich (Secretary)	dweinrich	Comm Development
	Alternate	Tina Moore		Comm Development
5	Primary	Jill Stewart		City Mgr-Finance
	Alternate	Nilza Gonzalez		City Mgr-Finance
6	Primary	Chris Klasen		Fire
	Alternate	TBD		Fire
7	Primary	TBD		Fire
	Alternate	TBD		Fire
8	Primary	Nancy Krieski		L&L-Leisure
	Alternate	TBD		L&L-Leisure
9	Primary	Tamara Clark	Tamara Clark	L&L-Library
	Alternate	Debra Chatham		L&L-Library
10	Primary	Nate Weisensel (Vice Chair)		L&L-PAO
	Alternate	Adam Curtis		L&L-PAO
11	Primary	TBD		PD-Admin
	Alternate	TBD		PD-Admin
12	Primary	Derek Osburn		PD-Officer
	Alternate	TBD		PD-Officer
13	Primary	TBD		PW-Streets/WW
	Alternate	TBD		PW-Streets/WW
14	Primary	Jaime Cordova		PW-Municipal Svc
	Alternate	Sam Alalamua		PW-Municipal Svc
15	Primary	TBD		PW-Municipal Svc
	Alternate	TBD		PW-Municipal Svc
16	Primary	David Scott		PW-Parks (Admin/Eng)
	Alternate	TBD		PW-Parks (Admin/Eng)